



Meeting Prep Sheet – Implementation Team

Meeting Date:

1. What do we have to report and celebrate since the last meeting?
2. What has given us energy and excitement since the last meeting?
3. What has drained our energy?
4. What did we not accomplish that we intended to?

5. What insights have we gained/observations have we made since the last meeting?
6. What barriers are we facing?
7. What opportunities are available to us?
8. What steps can we take to keep moving forwards?

9. In our next coaching session we want to accomplish...

10. Additional thoughts...